

## NOTICE TO PROSPECTIVE OFFERORS

### 222-S Laboratory Analytical Services at the Hanford Site Solicitation No. DE-RP27-03RV14548

Dear Prospective Offerors:

Thank you for your patience and interest in participating in the U.S. Department of Energy (DOE), Office of River Protection (ORP) comment period for the draft Request for Proposal (RFP) to provide Analytical Services and Testing at the 222-S Laboratory located on the Hanford site.

This Contract applies performance-based contracting approaches; expects the Contractor to innovate and implement techniques that emphasize safe, efficient, and measurable results; and minimizes the description of how to accomplish the scope of work. The Contractor has the responsibility for total performance under the Contract, including determining the specific methods for accomplishing all work to be performed.

The attached draft Solicitation is issued to provide for public and industry review and comment prior to the issuance of the final Solicitation. All questions pertaining to this draft RFP must be submitted in writing to the Contracting Officer, [Cloette B Reid@rl.gov](mailto:Cloette_B_Reid@rl.gov) who will, in turn, provide answers or comments via this mode of electronic transmission. Answers and comments will be posted for all interested participants to view. Those who submit questions and/or comments will not be identified.

The significant features of the draft solicitation are as follows:

Business Model: Total Small Business Set-Aside competition for a Federal Acquisition Regulation-based contract, with the intent to select a single contractor. (See Clauses L-20 - 21.) The Government reserves the right to award more than one contract if it is determined to be in the best interest of the Government.

Contract Type: Cost-plus-performance-based incentive-fee

Work Scope Requirements: Perform the analytical services production functions of receiving, handling, analyzing, storing samples, performing special tests and reporting the results of these analyses and tests to the contractors of Department of Energy Offices at the Hanford Nuclear Site near Richland, Washington.

Fees: The Contractor will have fee earning opportunities through performance-based incentives, which are not included in this draft RFP. Performance-based incentives will be included in the final RFP.

Evaluation Process: The solicitation will utilize a best value selection process under Federal Acquisition Regulation Part 15. Technical and Management

Evaluation Factors will include: the Contractor's Technical Approach; Experience and Past Performance; Key Personnel; Environmental Safety & Health; and Business Management. Cost and Fee also will be evaluated under the best value selection decision. The Technical and Management Evaluation Factors are significantly more important than the Cost and Fee Evaluation Factor.

DOE actively seeks questions and comments from interested offerors on this draft solicitation. Please submit questions and comments by **January 23, 2004**, via e-mail to Cloette B. Reid, Contracting Officer, at [cloette\\_b\\_reid@rl.gov](mailto:cloette_b_reid@rl.gov). The Source Evaluation Board will provide replies to each submitted question, and will make revisions in the final solicitation that it considers are appropriate. Interested parties are invited to comment on any aspect of the solicitation.

The official solicitation websites for this acquisition can be found on the DOE E-Center Industry Interactive Procurement System and FedBizOpps at:

[www.pr.doe.gov](http://www.pr.doe.gov)

[www.cbd-net.com](http://www.cbd-net.com)

Additional supporting information in the form of an electronic library will be made available at:

[www.hanford.gov](http://www.hanford.gov)

These websites will be the sole distribution media for the solicitation and will be used to provide acquisition information, including project background, the project acquisition plan, solicitation, any amendments or clarifications, questions and answers, and other related information. Interested offerors are strongly encouraged to frequently check this website for new information. No paper copies or diskette copies of this solicitation will be distributed by DOE.

We look forward to your questions and comments, and the issuance of the final solicitation in February 2004.